


# PAPERWORK REDUCTION ACT CHANGE WORKSHEET

## System Clearance for Cognitive, Pilot, and Field Test Studies Burden Change Request

<b>Agency/Subagency</b> U.S. Department of Education, Institute of Education Sciences		<b>OMB Control Number</b> 1850-0803 v.23
<b>Enter only items that change</b>		
	<b>Current Record</b>	<b>New Record</b>
<b>Agency form number(s)</b>	NA	NA
<b>Annual reporting and record keeping hour burden</b>		
<b>Number of respondent</b>	3,540	45,000
<b>Total annual responses</b>	3,540	45,000
<b>Percent of these responses collected electronically</b>	12%	2%
<b>Total annual hours</b>	4,442	9,000
<b>Difference</b>		4,558
<b>Explanation of difference</b>		
<b>Program change</b>		+ 4,558
<b>Adjustment</b>		4,558
<b>Annual reporting and record keeping cost burden (in thousands of dollars)</b>		
<b>Total annualized capital/startup costs</b>	NA	NA
<b>Total annual costs (O&amp;M)</b>	NA	NA
<b>Total annualized cost requested</b>	NA	NA
<b>Difference</b>		NA
<b>Explanation of difference</b>		
<b>Program change</b>		NA
<b>Adjustment</b>		NA
<b>Other change**</b> This change request is to increase the number of responses and burden hours allowed under the generic clearance for the National Center for Education Statistics (NCES) to conduct various tests of questionnaires and survey procedures, especially to test new questions, forms, or other methodologies. These procedures include but are not limited to experiments with levels of incentives for various types of survey operations, focus groups, cognitive laboratory activities, pilot testing, experiments with questionnaire design, and usability testing of electronic data collection instruments. There are two primary reasons for the request to increase burden: (1) inclusion of screeners and other recruitment activities that were not before included in burden calculations (this increases the estimated number of respondents approximately 12 times and the estimated burden hours approximately 2 times per study), and (2) anticipated increase in the number of cognitive studies being submitted to OMB for clearance as a result of recent OMB guidance pertaining to testing new items and methodologies.		
<b>Signature of Senior Official or designee:</b> 	<b>Date:</b> March 5, 2010	<b>For OIRA Use</b> <hr/>

\*\*This form cannot be used to extend an expiration date